



Goddard Space Flight Center Out of Tolerance (OOT) Notification Test Equipment Impact Findings

TO:	FROM:	DATE:
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During calibration, the item listed below was found to be Out Of Tolerance. In accordance with GPR-8730.1, Calibration and Metrology, this item requires an analysis to determine the significance of the impact on product quality. You, as the identified user, have 30 days to submit the required information to the Center Calibration Lab Manager, Code: _____.

- Refer to the attached Out Of Tolerance notification for the functions and/or ranges in question.
- Answer all questions. Attach additional sheets, if space is needed.
- All notifications and documentation shall be attached to this form.

Failure to complete and return this form to the calibration laboratory manager within 30 days may result in a Non-Conformance Report (NCR) being issued against the users division management.

INFORMATION OBTAINED TO DATE

ITEM DESCRIPTION:

ECN OR MCN	MODEL NUMBER
SERIAL NUMBER	MANUFACTURER

INSTRUMENT OOT DETAILS	DATA
TECHNICIAN NAME:	NOMINAL VALUE PARAMETER
DESCRIPTION OF FAILURE:	BEFORE READING

INFORMATION REQUIRED

LAST VALID CALIBRATION DATE	CALIBRATION CERTIFICATE NUMBER
On what Project(s) was this test equipment used:	List all Work Order Authorizations, Procedures, etc. by identifying number and/or title:
Location(s) item was used (for each citation):	Specific test set-up item was used on/in for each citation:

User Name/Code/Extension:	Date:
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FOR QUALITY REPRESENTATIVE USE ONLY

Impact of the OOT <input type="checkbox"/> Significant <input type="checkbox"/> Non-Significant	PR/PFR#:	Date:
	Quality Representative Signature/Code/Extension:	

Quality Representative Comments:

FOR CALIBRATION LAB MANAGER USE ONLY

Date Received:	Reviewed By:	Date:
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FOR TM USE ONLY

Date Received:	Approved By:	Date:
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